

NTRAL REGISTRY (120-1-4/B) SG-HQ PLANNING - GENERAL - ADVICE on HQ planning
by expert from TVA

28 June 1946

30 Sept 1946

CLEAR

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Images: 2118 - 2464

S-0472

Box - 2

File 8

HOWARD K. MENHINICK

1929 - 1937 Assistant Professor of Regional Planning,
Harvard University, Cambridge, Mass.

1937 to date Director, Department of Regional Planning
Studies, Tennessee Valley Authority

Member of American Institute of Planners since 1932
Executive Secretary and Editor of the American Institute of
Planner's Journal, 1935-1937.

Member, Board of Governors, American Institute of Planners. 1943-46

Address: 554 Sprankle Building, Knoxville, Tenn.

30 September 1946

Dear Mr. Benhinick:

Thank you very much for your letter of September 20. I need not say that I am most relieved that I can count on you to come up for the Assembly's consideration of the Headquarters Commission's Report, and because I know that it was in great part your own enthusiasm and loyalty which made this possible, I would like to tell you how much I appreciate it.

The way in which you have anticipated our needs so far as the Headquarters Planning Staff is concerned seems to me admirable and I agree with you that it is scarcely necessary to maintain a staff idle on the payroll. I am also grateful to you for your suggestion that you might help us in our search for a permanent Director and planning staff and in bequeathing your knowledge and experience to them when they are found.

Your cooperation in all these matters is not only of enormous value to the organization, but is also a source of great personal satisfaction to me. It represents an attitude which makes my work infinitely more pleasant.

As regards your insurance during your forthcoming visit, the administration seems to think that it may favor some new method of covering you, but even before they have decided, I can give you my personal assurance that your protection will be continued. I will let you know as soon as possible the date on which I would like you to come. At the moment it looks as though some day around October 25 or November 1 will be the most likely, but I will send you a more definite date in the very near future.

I look forward to seeing you soon. With best wishes,

Yours sincerely,

A. Felt
Assistant Secretary-General
Conference and General Services

Mr. Howard K. Benhinick, Director
Regional Studies Department
Tennessee Valley Authority
Knoxville, Tennessee

CC: Mr. G. Bennett ✓
Mr. J.B. Hutson

September 20, 1946

Dear Mr. Pelt:

During the rush of my last few days in New York I left unsaid many things I had intended to say. Some of these I conveyed at the last moment to Mr. Bennett; others escaped entirely.

As Mr. Bennett advised you, both Mr. Hare and I had planned to stop at Lake Success to say goodbye to you. We also wished to tell you that we appreciated the privilege we had enjoyed of participating in a United Nations undertaking under your competent guiding hand.

I intended, in addition, to assure you that my services would be available, as desired by you, during the meeting of the General Assembly. I welcome the opportunity to see the assignment I undertook through to as successful a conclusion as possible. Fortunately, TVA also feels a sense of responsibility in this matter. Therefore, I shall be given another leave of absence without pay for the period I may be needed during the deliberations of the Assembly Committee. Will it be possible for the United Nations to continue insurance protection during this second period when I shall again be without TVA protection? Please consider me "on call" when needed. I shall, of course, appreciate as much advance notice as is feasible.

Before the members of the Headquarters Planning Staff were released, I arranged for each of them to hold himself on call also during the period of the General Assembly. Since most of the members of the staff, including one member of each of the two-man teams which analyzed the five recommended sites, are resident in New York and therefore probably able to make themselves available on very short notice, I believe it will be unnecessary to have even a skeleton staff standing by on the payroll. Should you, however, consider this a desirable safeguard, I am sure it can be easily arranged.

It has occurred to me that, depending upon the decision of the General Assembly, I might thereafter be of some help to you for a few intermittent days in your hunt for a permanent Director and planning staff and in transmitting to the Director background information and knowledge gained by me during this assignment. TVA will permit me to take an occasional two or three days of annual leave to do this if it would aid you. The annual leave arrangement for these intermittent days would avoid the complications of insurance protection with you and procedural steps with TVA.

Mr. Hare has asked me to convey to you his best wishes along with mine.

Sincerely yours,

Howard E. Menhinick, Director
Regional Studies Department

Mr. A. Pelt
Assistant Secretary-General
Conference and General Services
United Nations
Lake Success, New York

CC to Mr. Bennett

12 September 1946

Dear Mr. Lillenthal:

In its report to the General Assembly the Headquarters Commission of the United Nations will be making appropriate acknowledgment to the Tennessee Valley Authority, but as Chairman of the Commission I may be allowed perhaps to send you a personal message.

As you know, Mr. Howard K. Menhinick, your Director of Planning Studies, was allowed to take leave of absence in order to come to the assistance of the United Nations to serve as Director of the Headquarters Planning Staff. This in itself was a signal service to this Commission. But we soon learned that in Mr. Menhinick we had secured a man who seemed to have been specially equipped for the unusually difficult and delicate task that lay before us.

It is impossible to pay an adequate tribute to him without the risk of seeming to overstate our appreciation. Mr. Menhinick proved himself fully equal to the exacting nature of our work, he showed also those qualities of understanding which are so essential in international work and, finally, by his organizing ability he secured the maximum output of cooperation from his staff.

As to the latter, all worked with great zeal and efficiency, but I may perhaps be allowed to mention Mr. Van Court Hare of the Tennessee Valley Authority who so ably seconded Mr. Menhinick and who likewise showed in his work with the Commission a happy combination of efficiency and understanding of other points of view.

Believe me,

Yours sincerely,

Sir Angus Fletcher
Chairman, Headquarters Commission

Mr. David S. Lillenthal,
Chairman, Board of Directors,
Tennessee Valley Authority,
Knoxville, Tennessee.

cc: Mr. Easton Rothwell
Mr. A. Pelt

July 15, 1946

MEMORANDUM

TO: Mr. David Vaughan

Attention: Carey Seward

FROM: Mr. Glenn Bennett

SUBJECT: Retirement Compensation

Mr. Howard K. Menhinick, Mr. Van Court Hare and Miss Mary Eleanor Simpson of the Tennessee Valley Authority have recently come to us on leave status without pay for a temporary period during the preparation of the Headquarters Commission report.

When arrangements for the employment of these people were made, it was agreed between Mr. Pelt, Mr. Menhinick, Mr. Hare and myself that the UN would make compensation for the fact that retirement system benefits for death or total disability and employment compensation benefits for service connected disability are not available to TVA personnel who are on leave without pay.

In order to give the protection promised, it would appear that short term insurance policies should be purchased to provide for total disability protection of at least \$141 per month for life for Mr. Menhinick and \$99 per month for life for Mr. Hare, and employment compensation for service connected disability at two-thirds of TVA monthly salaries, for life, as follows:

Mr. Menhinick - $2/3$ of \$817 or \$544.66 per month
Mr. Hare - $2/3$ of \$567 or \$378.00 per month
Miss Simpson - $2/3$ of \$230 or \$153.34 per month

It is expected that these three people will be in the UN Secretariat for a period of about 3 months.

Attached are copies of two telegrams from TVA outlining details of the situation.

Attachments

1228-29

CLASS OF SERVICE

This is a full-rate Telegram or Cablegram unless its deferred character is indicated by a suitable symbol above or preceding the address.

WESTERN UNION

A. N. WILLIAMS
PRESIDENT

SYMBOLS

DL = Day Letter

NL = Night Letter

LC = Deferred Cable

NLT = Cable Night Letter

Ship Radiogram

The filing time shown in the date line on telegrams and day letters is STANDARD TIME at point of origin. Time of receipt is STANDARD TIME at point of destination

QA11

Q-KVA904 NL PD GOVT-KNOXVILLE TENN 10

HOWARD K MENHINICK-

ROOM 1600 51 MADISON AVE NYK-

946 JUL 10 PM 8 39

GANT ADVISES RETIREMENT SYSTEM BENEFITS FOR DEATH OR TOTAL
DISABILITY AND EMPLOYMENT COMPENSATION BENEFITS FOR SERVICE
CONNECTED DISABILITY NOT AVAILABLE TO PERSONNEL ON LEAVE
WITHOUT PAY. DEATH BENEFIT EQUALS FIFTY PERCENT PREVIOUS YEARS
PAY. TOTAL DISABILITY EQUALS TWENTY-FIVE PERCENT OF AVERAGE
COMPENSATION FOR LAST FIVE YEARS.

TRACY B AUGUR.

THE COMPANY WILL APPRECIATE SUGGESTIONS FROM ITS PATRONS CONCERNING ITS SERVICE

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QC39

Q•LONG Q•KVA900 GOVT NL PD=KNOXVILLE TENN 12

HOWARD K MENHINICK=

UNITED NATIONS NEW YORK LIFE INSURANCE BUILDING
ROOM 1600 51 MADISON NYK=

AMOUNT RETIREMENT SYSTEM BENEFITS AS OF AUGUST 1 1946. FOR
MENHINICK. HARE AND SIMPSON ARE LUMP SUM PAYMENTS AT DEATH OF
\$4470. \$3450. AND \$1230. RESPECTIVELY. BENEFITS FOR TOTAL
DISABILITY ARE \$141 PER MONTH FOR MENHINICK. \$99 PER MONTH
FOR HARE AND NONE FOR SIMPSON BECAUSE OF LESS THAN FIVE YEARS
TVA SERVICE. CALCULATE EMPLOYMENT COMPENSATION FOR SERVICE
CONNECTED DISABILITY AS TWO-THIRDS OF PRESENT TVA GROSS
MONTHLY WAGES OF \$817. \$567 AND \$230 RESPECTIVELY=

MALCOLM J RAND.

THE COMPANY WILL APPRECIATE SUGGESTIONS FROM ITS PATRONS CONCERNING ITS SERVICE

July 11, 1946

MEMORANDUM

TO: Mr. Howard Menhinick

FROM: Mr. Glenn Bennett

On July 10 I talked with Mr. Sheppard of the Budget Bureau and Mr. Steelman of the President's Office regarding the Tennessee Valley Authority contract with the United Nations.* An effort is being made to prepare an Executive Order for the signature of the President.

In a conference with Jack Ross, it was brought out that Sir Angus Fletcher had given the impression to Mr. Ross that we were getting along without such an Executive Order and there was confusion in the minds of the people in the Budget Bureau and the State Department as to who was handling this matter, therefore, nothing more was done.

At the present time, I have told Mr. Vaughan, Director, Conference and General Services, that in view of our trip to Washington today, we should not press further for this Executive Order. We will report to Mr. Vaughan when we return from Washington.

HEADQUARTERS COMMISSION

3 July 1946

MEMORANDUM

**TO: MR. HUGH REBER, ACTING COMPTROLLER
via MR. A. PELT**

FROM: MR. GLENN BENNETT, SEC'Y. HEADQUARTERS COMMISSION

Attached hereto is a statement of expenses incurred by Mr. Howard K. Menhinick, who made two trips to New York at our request for the purpose of discussing technical work in connection with the Headquarters Commission. Mr. Menhinick was asked to present a statement of his expenses and was told that they would be paid.

Glenn E. Bennett

Approved by

**Mr. A. Pelt
Assistant Secretary-General**

HOWARD K. Menhinick
564 NEW SPRANKLE BLDG. T.V.A.
KNOXVILLE, TENNESSEE

Mr. Glenn E. Bennett, Sec'y. Hdq. Com.

JUNE 10-46	Phone call to Mr. A. Pelt	2.50
" " "	Left Knoxville, Tenn. via	
	PCA plane 6:32 P.M. PCA-fare	35.48
	Arrived Newark airport at	
	11:45 P.M.	
	Bus to Grand Central Terminal	1.15
	Taxi to hotel	.50
	Per diem	2.50
JUNE 11th	Per diem while in New York	10.00
June 12th	Left New York via PCA	
	plane at 12:15 P.M. Bus to	
	PCA terminal to Newark	1.15

(Continued on page 2)

PAGE 2

MR. HOWARD K. MENHINICK
T.V.A.
554 NEW SPRINKLE BLDG.
KNOXVILLE, TENNESSEE

Mr. Glenn E. Bennett, Sec'y. HDQ. COMMISSION

continued from previous page

June 12th	PGA fare	35.48
(continued)	Bus-PCA-terminal-to-Newark	
	Arrived Knoxville 5:19 P.M.	
	Per diem	7.50
June 20th	Telephone call to Mr. Glenn Bennett	2.80
	Taxi to Knoxville airport	1.00
	Left Knoxville via PCA plane	
	11:05 P.M. - PCA fare	35.48
	Per diem	2.50
June 21st	Arrived Newark airport at 11:30 A.M. Bus Newark airport to PCA terminal	1.15

(Continued on Page 3)

MR. HOWARD E. MENHINICK
 554 NEW SPRANKLE BLDG. T.V.A.
 KNOXVILLE, TENNESSEE

Mr. Glenn E. Bennett, Sec'y. HDQ. Commission

continued from previous page

June 21st cont'd.-Taxi to Hotel	.65
Per diem	10.00

Saturday,
 June 22nd

Left New York via Penn. RR	
12:35 A.M. Railroad ticket	
and pullman space	11.65

Arrived Washington 7:15 A.M.	
Left Washington 9:45 A.M. via	
Southern RR. Railroad ticket	
and pullman space	22.75
Per diem	10.00

Arrived Knoxville 10:45 P.M.	
Taxi station to garage	.65

194.78

194.78

TVA

25 June 1946

TELEGRAM

File

State Department
Washington, D. C.

Attention: Mr. Ellwood Thompson

REQUEST STATE DEPARTMENT MAKE AVAILABLE TO UNITED NATIONS SERVICES OF THE TENNESSEE VALLEY AUTHORITY FOR PREPARATION OF PRESENT HEADQUARTERS COMMISSION REPORT. ARRANGEMENTS MADE WITH MR. HOWARD K. MENHINICK TO PROVIDE TECHNICAL STAFF HEADED BY HIMSELF, INCLUDING SEVEN OR EIGHT EXPERTS, ON A REIMBURSABLE COST BASIS FOR PERIOD OF THREE MONTHS BEGINNING APPROXIMATELY JULY 1. TENNESSEE VALLEY AUTHORITY REQUIRES CONTRACT WITH STATE DEPARTMENT. MENHINICK SUBMITTING PROPOSED DRAFT CONTRACT WITHIN FEW DAYS. TENNESSEE VALLEY AUTHORITY SHOULD RECEIVE STATE DEPARTMENT REQUEST ON JUNE 26, IF POSSIBLE, TO EXPEDITE PLANS.

A. FELT

25 June 1946 *file*

TELEGRAM

Mr. Howard K. Menhinick
Tennessee Valley Authority
Knoxville, Tennessee

RE CONVERSATION WITH BENNETT THIS DATE, WE HVE REQUESTED STATE DEPARTMENT TO PROVIDE TVA SERVICES FOR HEADQUARTERS COMMISSION. MR. ELLWOOD THOMPSON, STATE DEPARTMENT, WASHINGTON, NOW WORKING OUT DETAILS OF ARRANGEMENTS. SUGGEST YOU WIRE OR AIR MAIL DRAFT CONTRACT TO HIM. FOLLOWING ARRANGEMENTS CONFIRMED: UNITED NATIONS WILL PROVIDE CONSULTANTS YOU NEED. EXPENSES AND EQUIPMENT WILL BE PROVIDED IN MANHATTAN IF POSSIBLE. YOUR STAFF WILL BE SUPPLEMENTED BY SECRETARIAL AND DRAFTING SERVICES OF REGIONAL PLAN ASSOCIATION AND UNITED NATIONS SECRETARIAT. YOU SHOULD PROVIDE SOME DRAFTSMEN. TEN DOLLARS PER DIEM FOR STAFF TO COVER LIVING EXPENSES AND ALL TRAVELING EXPENSES WILL BE PAID. HOTEL RESERVATIONS WILL BE MADE WHEN NAMES AND ARRIVAL DATES ARE KNOWN. WOULD LIKE VERY MUCH TO HAVE PART OF YOUR STAFF BY JUNE 30, WITH FULL COMPLEMENT BY JULY 8. STATE DEPARTMENT INDICATES APPROVAL.

A. PELT

25 June 1946

Conversation with Mr. Howard K. Menhinick, TVA, Knoxville

Menhinick: Mr. Lillienthal and Mr. Pope, the two members of our Board, are out of town until Wednesday or Thursday, but I have turned the matter over to ~~my~~ our General Manager and he advised me that he could tell us that he was sure that arrangements could be made to do the job on a reimbursable basis, provided the State Department will ask the TVA to do this job for the State Department at the request of UN. In other words, we would be reporting directly to the State Department and they in turn to UN. Will you ask the State Department to request the TVA to do this job for UN.

yes?
It seems that we have policy arrangements that make it difficult for us to make any arrangements with a foreign government.

The policy arrangements should go from UN to the State Department, to TVA. However, travel expenses ~~and~~ and per diem should be paid directly to the men.

If for any reason the State Department is unwilling to do that, it is possible that TVA could do the job for UN, if the State Department would request it. I would suggest that the first thing to be done, is to check with the State Department to find out if they would formally ask the TVA to do it for them. Will you let me know as soon as you find out, then I would present it before our Board on Wednesday or Thursday. In the meantime, I will draft the kind of letter that TVA would like to receive from the State Department.

*L.
yes*
I have a number of questions: It is possible that we would need spot consultants on special aspects and some of these consultants

we would not have on our staff. I wonder if UN could furnish or hire the consultants we would need; would they agree to do that?

Bennett: Yes, to the best of our ability.

Menhinick: If we had to hire consultants through TVA, that would result in a week's delay or more and time is so short. Will the UN supply the office space, equipment, maps, etc, that we would need?

Bennett: We could supply them within limits.

3. Menhinick: Is there any possibility of obtaining space in Manhattan? We would prefer to have our offices there as it would be nearer to the people we would be working with.

Bennett: We would do the best we can to find such space. There are negotiations being conducted now to get office space in White Plains.

Menhinick: We would prefer Manhattan to White Plains. ~~We would prefer~~ ~~White Plains~~ ~~to White Plains~~. It would complicate our work to be so far away as White Plains and we need to work fast and efficiently. Also, the Regional Planning Association is located in Manhattan and we will be working closely with them. Manhattan is also within commuting distance to White Plains.

Bennett: How much space would you need?

Menhinick: I will bring with me a staff of 7 people and I would need a reception room and an office large enough to hold conferences and it would be desirable if we had a special office for other staff members, and also space for secretaries and typists. I could bring one ~~typist~~ secretary with me; could UN

400-500
it seems
Franklin
thru Mr.
Clark.

supply additional secretaries and typists as we need them?

4. Bennett: Yes, within limits.

(Get secretaries from Personnel
to Sec. Office Regional Plan)

Menhinick: As soon as we make these arrangements with the State

Department, then I would like to send my Administrative Officer
up to help you with the office arrangements and equipment,
and in getting ~~the~~ living space for our people.

5. Bennett: We want to get ^{him} ~~these people~~ as soon as possible.

Menhinick: I could get him up the first of next week.

Bennett: We would like to have him here this week-end if possible.

Menhinick: I think that can be worked out, if we get things cleared
up by Wednesday of this week.

Bennett: The space at Manhattan I cannot promise as space here
is scarce, but I am sure immediate space can be found at
Hunter College.

Menhinick: Hunter College would not be too convenient either,
but I will get my Administrative Offices up to you this
week-end to help you work out the space arrangements, if
the arrangements with the State Department are worked out.

Bennett: The most difficult problem is getting space.

Menhinick: If I took a chance and sent my Administrative Officer
up in the next few days, would you reimburse him for travel
and per diem expenses?

6. Bennett: Yes, send him up Thursday or Friday. I talked to Mr. Pelt
and he told me to make any arrangements possible.

Menhinick: Will the UN make the services of the Regional Planning
Association available to the TVA staff? How much of their time
and staff are devoted to your UN staff?

h. Gysel

Bennett: We have the full time of Mr. Fred Clark and he has been asked to get together certain maps and certain data and we have an arrangement with him whereby he is to do that and use as many of his people as he needs.

Menhennick: Do you have any drafting service?

Bennett: Very little.

8. Menhinick: Could the Regional Planning Association provide any drafting service? This is a necessity.

Bennett: Mr. Pelt asked me if you could provide some drafting service.

Menhinick: I probably could bring some draftsmen along, but it will run up the expense.

9. Will you check with the Regional Planning Association and see to what extent they can provide drafting service and let me know and I will bring whatever additional staff will be needed. After you have had a chance to check with Fred ~~Clark~~ Clark, then I will be free to talk with him? I would like you to explain to Fred that we would like to utilize the services of the Regional Planning Association and we would see that they receive suitable credit acknowledgment. We would like to have their consultation and we would see that they are suitably credited.

How is per diem and travel handled?

Bennett: The regular staff is paid ~~g~~ travel expenses and per diem.

Menhinick: Should the TVA staff pay their own expenses to New York and then be reimbursed by UN?

9. Bennett: Yes. I think the per diem is \$10 a day, but it is being revised, so I would not say positively.

Menhinick: I think \$10 per diem would be just about right. But, I would hesitate to ask any of our staff to come up and foot any of their own bills.

Bennett: I will confirm all of this in a telegram to you.

Menhinick: In the case of my principal staff members, there will be occasions when they will have to take people out to dinner, and I think they could do that on a \$10 per diem without coming out too badly. (?)

Bennett: I will advise you definitely on that.

Menhinick: I presume that arrangements could be made to get per diem and reimbursement for travel at a suitable interval.

Bennett: We pay per diem every week.

Menhinick: What about local travel?

Bennett: We have automobile service and taxi fares would be reimbursable. Automobiles are furnished with the driver.

Menhinick: Then we don't need to worry about automobiles?

Bennett: Not unless you require too many of them.

Menhinick: We would require one automobile fairly frequently.

Bennett: We could take care of that.

Menhinick: To whom would we be reporting? Who would ask the State Department to pay the TVA?

Bennett: It is the Secretariat. The confirmation will be from the Secretariat, Mr. Pelt.

Menhinick: What are possibilities of finding living quarters for our staff?

10. Bennett: Our housing people will take care of that and when we know you are coming, we will wire you the hotel.

Menhinick: I think we can have our staff on the job ready to work on Monday, July 8.

Bennett: That is alright, except that Mr. Pelt has promised the Commission to have technical staff by the end of this ~~was~~ week.

Menhinick: We could get there on the 8th and I don't think it would be possible to get there sooner.

11. Bennett: If you could possibly get someone here before the 8th, Mr. Pelt would be grateful.

Menhinick: What we will have to have before we can get going is a contract from the State Department. I will send to you the kind of letter we will want to receive from ~~the~~ the State Department, and I will start drafting a contract and this will all take time. I also have TVA ~~commitments~~ commitments to get in line. Also my staff members have commitments. ~~It~~ Could arrangements be made that TVA staff members could return to Knoxville occasionally as needed to keep the TVA program going?

Bennett: Yes.

Menhinick: I am bringing about 7 people, and if possible, the draftsmen that will be needed, and I will draw on other TVA people for consultation on certain problems. TVA will make the resources of its whole staff available when needed. Now, this seems to be the situation. You will check first with the State Department to find out whether they will ask TVA to do this job for them. Then I will get a telegram from you regarding the arrangements. In the meantime, I will arrange, after I get your telegram, for our Administrative

Officer to come up in the next few days. If you could make hotel reservations for him, that will be very helpful. I will talk to you again soon and I will give you his name then.

Bennett: I want to study the notes on this conversation and discuss it with Mr. Pelt, and then get a telegram off to you this afternoon.

OK/gab

June 10, 1946

MEMORANDUM

TO: Messrs. Pelt, Moe, and Vaughan
FROM: G. E. Bennett
SUBJECT: Additional interviews in selection of Technical Director

In addition to the interview with Mr. Walter H. Kilham Tuesday at 2:30, arrangements have also been made to interview Mr. Roland Wank at 3:00 and Mr. Howard K. Menhinick at 5:00.

Attached hereto is some information on Mr. Menhinick. I do not have any biographical data on Mr. Wank.

G. E. Bennett

HOWARD K. MENHINICK

1929 - 1937 Assistant Professor of Regional Planning,
Harvard University, Cambridge, Mass.

1937 to date Director, Department of Regional Planning
Studies, Tennessee Valley Authority

Member of American Institute of Planners since 1932
Executive Secretary and Editor of the American Institute of
Planner's Journal, 1935-37.

Member, Board of Governors, American Institute of Planners, 1943-46

Address: 554 Sprankle Building, Knoxville, Tennessee

RESUME OF INTERVIEW

Present: Messrs. Pelt, Vaughan, Moe and Bennett (Sec.)

Mr. H. L. Mushnick, Regional Planning Engineer from TVA (June 11, 5:00 p.m.)

Mr. Mushnick brought out the following in his replies to questions:

- 1) He considered that the position required a high type of ability to bring workers of various professions together into a team. This administrative ability was considered more important than the question of whether an architect, engineer, or planner was needed. He suggested that men who had had experience in large scale housing might be suitable.
- 2) As to salary range, \$10,000 and upwards would seem appropriate.
- 3) The staff should include an architect, civil engineer, road architect, city planner, site planner, statistician, and economist. Other consultants, such as structural engineers and experts on water supply and sewage, will be needed.
- 4) The program report method of working was recommended. Under this plan the staff would prepare a report on the work program, which would be considered by the policy board.

6 June 1946

Dear Mr. Menhinick,

As you may probably know, there is a United Nations Headquarters Commission appointed by the General Assembly in February last now sitting in New York for the purpose of recommending to the General Assembly in September next the location, the general character, and the size of the site which will be required for the Permanent Headquarters of the United Nations and which, according to the terms of reference of this Commission, is to be located in the area of Westchester and Fairfield counties.

It is evident that a Commission of this kind requires technical, advisory and secretarial assistance on a high level if it is to carry out its functions in a proper and efficient manner. Moreover, it is likely that the present Commission, whose existence ceases in September next, will be followed by other bodies to be appointed by the General Assembly with a view to planning and carrying out the headquarters project once the General Assembly has decided on the site. As a matter of fact, a Planning Commission has already been foreseen in the Assembly's resolution of February last. These future bodies will be even more in need of the kind of assistance just mentioned than the present Headquarters Commission and therefore the problem has arisen, from the point of view of the Secretary-General of the United Nations, of appointing a special technical and advisory staff within the Secretariat of the United Nations for the specific purpose of assuring continuity through the various stages from site selection through planning to construction of the headquarters. It is also obvious that a staff of this kind will need a highly competent and experienced director.

We have been in touch with a number of representative American societies of architects, planning engineers and officials and we have come to the conclusion that the director we have in mind should, preferably, be an American citizen owing to the local knowledge required for a project of this kind, and that he should be a man of wide experience and competence since the project under discussion will necessarily present a great number of aspects which do not normally arise in building projects. In view of this, it is clear that the appointment which the Secretary-General of the United Nations will have to make is not an easy one and we would like to have the benefit

/s/

of your personal opinion and guidance on this question. It might even happen, in the course of the conversation which we would very much like to have with you, that you might find yourself personally interested in an assignment of this kind. I would therefore be grateful if you would let me know, at your earliest convenience, when and where two or three of my colleagues and myself could have a quiet talk with you on the above-mentioned subject. We hesitate to ask you to take the trouble to come out to Hunter College, but as the United Nations have a more convenient office at 610, Fifth Avenue, it would perhaps be better for us to meet there, preferably during the first half of next week, the time and exact date to be arranged by telephone. I can be reached, any time during the day, at MEKlrose 5-4700, Extension 28.

Most sincerely yours,

A. Pelt,
Assistant Secretary-General,
for Conference and General
Services.

Mr. Howard K. Menhinick,
554, Sprankle Building;
Knoxville,
Tenn.

T.V.A.

Telephone conversation with Mr. Menhinick of TVA, 6-27-46

MENHINICK: Have you heard from the State Department yet?

BENNETT: ^{US Delegation} ~~Mr. Felt~~ has been handling that and I thought it was set.

MENHINICK: We have not had a word from them as to whether they have found a means of contracting with ~~TEX~~ TVA to do the job for UN. Our Board and legal staff met today to consider this problem and decided that TVA lacked legal authority to make a direct contract with United Nations and the only way TVA can undertake this request is through a contract with the State Department. The Board ruled out the possibility of loaning TVA personnel or allowing our staff to go on leave without pay, and there were also policy ~~an~~ problems in relation to our problem of budget, etc. The only possibility of you obtaining the help you want from TVA is to get that contract with the State Department. If the State Department can find some way ^{with} ~~which~~ which they can contract for these services with you, we are prepared to do and they have authorized me to select the personnel with which to do the job. But unless the State Department finds some way and does have authority to contract with TVA to do that job, we are stymied. The State Department might find its legal authority strengthened if President Truman would ask them to find some way of doing it. It may be through the utilization of President Truman's powers that a way could be found.

BENNETT: There must be a way and we will try to talk with some one on President's Truman's office.

MENHINICK: You might like to approach it through the State Department and suggest to them to get President Truman to do it.

BENNETT: The State Department people have all assured us that it could be done, that it was just a matter of red tape.

We will get after them to cut the red tape.

MENHINICK: I have gone just as far as I can and I have our ~~xxxxxxx~~ men lined up and I have picked the top men. I have a good staff and we are all set to go. I have an administrative officer ready to move in with you.

BENNETT: I have just gotten the ~~xxx~~ space for your staff today at the New York Life Insurance Company, Madison Avenue.

MENHINICK: How much space?

BENNETT: About 1800 sq. ft.

MENHINICK: How is it laid out.

BENNETT: It is so that it can be worked out.

MENHINICK: Then the next thing to do is for your people to stay with the State Department. Our Board wants to be of any service to United Nations we could be. We just can't think of any way we could legally do it direct.

BENNETT: Mr. Pelt offered to go to Washington and the State Department told him it would not be necessary.

MENHINICK: I don't know anything about what they are doing in the State Department, except through Mr. Nichols who told our office that they could not do it legally.

BENNETT:: MM. Pelt went through the State Department up here.

MENHINICK: There is nothing more we can do from this end and

we will just have to wait and see what you can do with the State Department.

BENNETT: We should be able to do something through your Washington office.

MENHINICK: Our Washington office cannot in any way put pressure ^{they} on the State Department. All that ~~you~~ can do is to act as a funnel. It would seem too bad if this is held up by red tape.

BENNETT: I called Nichols this afternoon and got Mr. Pelt to work on it. Mr. Snyder is the President's representative on dealings with UN and he should be able to do something.

MENHINICK: Do you know who it is in the State Department who has been dealing with the legal Question? Is it some top-flight lawyer or one down the line?

BENNETT: I don't know who it is but it does not seem to be high enough.

MENHINICK: I am sending you today my expense account for those two trips. If it is not filled out correctly, let me know.

BENNETT: I'll put it through.

MENHINICK: I understood from Mr. Pelt that he wanted our people to, if this came through, come up and pay their cash fares by train or plane. Do you get tax exemptions, and if so could you send ~~us~~ us some forms?

BENNETT: Yes, I will send some forms.

MENHINICK: Any other procedures?

BENNETT: If you knew the names of the people who were coming, We could make reservations for them.

MENHINICK: I don't know how they are coming, but I can send you the names. There will be nine of us coming up.

I might have to charter a plane if I can't get space otherwise. It should not cost any more than a normal flight. As soon as we know whether we are going to do this, then I will check on transportation arrangements and we will get together and see how to handle it.

BENNETT: We will send tax exemption blanks and we will reimburse travel expenses.

TELEGRAM

State Department
Washington, D. D.

Attention: ~~Mr. [redacted]~~ 11

Mr. Ellwood Thompson
~~Washington~~

REQUEST STATE DEPARTMENT MAKE AVAILABLE TO UNITED NATIONS SERVICES OF THE
TENNESSEE VALLEY AUTHORITY FOR PREPARATION ^{of present} ~~of~~ HEADQUARTERS COMMISSION REPORT.
ARRANGEMENTS MADE WITH MR. HOWARD K. MENHINICK TO PROVIDE TECHNICAL STAFF

HEADED BY HIMSELF, INCLUDING SEVEN OR EIGHT EXPERTS, ON A REIMBURSABLE COST
BASIS FOR PERIOD OF ^{Three} ~~Two~~ MONTHS BEGINNING APPROXIMATELY JULY 1. TENNESSEE VALLEY
AUTHORITY REQUIRES CONTRACT WITH STATE DEPARTMENT. MENHINICK SUBMITTING ^{proposed} ~~DRAFT~~
CONTRACT WITHIN FEW DAYS.

*TVA should receive State
Dept. request on June 26 ^{if possible} to expedite plans
movement of plans.*

A. PELT

On 10 25/6/46.

*Wide discussions with competent advisors on technical basis
and with approval Headquarters Commission have resulted
in decision that Mr. Howard K. Menhinick is most suitable
person to take temporary charge technical planning staff
Menhinick's headquarters stop. I have therefore honor request
State Department make available to U. N. services of
T.V.A. for preparation Headquarters Commission report. stop.
If this authority available Menhinick will provide staff
headed by himself to include 7 or 8 experts on ^a ~~State Dept.~~ ^{throughout State Dept.}
reimbursable cost basis between T.V.A. and U.N. for period
approximately 2 months beginning about July 1. stop Menhinick
submitting draft contract within few days stop TVA should
receive State Department request by June 26th in order to expedite
movement of plans.*

TELEGRAM

Mr. Howard K. Menhinick
Tennessee Valley Authority
Knoxville, Tennessee

we have requested State Dept.

Re CONVERSATION WITH BENNETT THIS DATE, FOLLOWING ARRANGEMENTS CONFIRMED:
to provide TVA services from Headquarters Commission.

(1) UN WILL PROVIDE CONSULTANTS YOU NEED. (2) EXPENSES AND EQUIPMENT WILL BE PROVIDED IN MANHATTAN IF POSSIBLE. ~~SEPARATION NOW LOOKS FAVORABLE.~~ (3) YOUR

STAFF OF ~~SECRETARIAT~~ WILL BE SUPPLEMENTED BY SECRETARIAL AND DRAFTING SERVICES OF ~~NATIONAL PLANNING~~ ^{Regional} ASSOCIATION AND SECRETARIAT, ^{UN} (4) TEN DOLLARS

PER DIEM FOR STAFF ^{To cover ~~total~~ living expenses} AND ALL TRAVELING EXPENSES WILL BE PAID. (5) HOTEL RESERVATIONS WILL BE MADE WHEN NAMES AND ARRIVAL DATES ARE KNOWN. WOULD

LIKE VERY MUCH TO HAVE PART OF YOUR STAFF BY JUNE 30, ^{with full complement} BY JULY 8. STATE DEPARTMENT INDICATES APPROVAL. ~~URGENT TELEGRAPH MAIL DRAFT~~

CONTRACT TO MR. EASTON ~~AND~~ ^{Mr. Ellwood Thompson} ~~ROTHWELL~~, U.S. DELEGATION, UN, 250 WEST 57th

STREET, NEW YORK, *with copy to Mr. Ellwood Thompson, State Dept., Washington, who is aware of negotiations.* We have

ADRIAN PELT

requested the TVA services from State Dept. who indicate approval.

Add - 2 draftsmen immediately
A.T. *Wire draft contract at our expense.*

25/6/46.

Mr. Ellwood Thompson, State Dept., Washington, now working out details of arrangements. Suggest you wire or airmail draft contract to him. Following arrangements confirmed:

(1)

June 28, 1946

Mr. Howard Menhinick
Tennessee Valley Authority
Sprankle Building
Knoxville, Tennessee

Dear Mr. Menhinick:

I have just learned from the Travel Section that you will not need tax exemption forms to use when you purchase your tickets. It seems that the United Nations will reimburse you for the tax, and the government will reimburse UN. You do not need to use any kind of tax form.

Yours sincerely,

Mildred D. Smith
Secretary to Mr. Bennett

HEADQUARTERS COMMISSION
ROOM 2-109, Davis Bldg.

MR. HOWARD E. MERRINICK
554 SPRANDEL BLDG.
TENNESSEE VALLEY AUTHORITY
KNOXVILLE, TENNESSEE

HOTEL RESERVATION DEFINITELY MADE. ON ARRIVAL CALL NIGHT DUTY OFFICER AT
HUNTER COLLEGE, MELROSE FIVE, FOUR SEVEN HUNDRED, EXTENSION THIRTY-THREE
FOR NAME OF HOTEL.

GLENN BENNETT

Memo to David Vaughan 22

From: Glenn Smith

Duly: TVA Staff for Study Comm.

I arrived in Washington at 3:00 P.M. Monday and went directly to Mr. Ross's office in State Dept. Mr. Nichols was handling the whole TVA matter and his only hope of getting the TVA staff was through ~~pressure~~ ^{pressure from} the Bureau of the Budget. He had called Mr. Sheppard and asked him to work on it. Nichols stated that the State Dept. could not make a contract ~~with TVA~~ ^{with TVA}.

1. I ~~went~~ ^{went} to Mr. Stein who called up Sheppard and told him to work out something.

Sheppard assured Stein that it could be done. He assigned a Mr. Folger to the job. Stein said he would get papers signed by the President on Mr. Steadman.

3. Next I went to the head of the Wash. TVA, Miss Owens, and ~~put~~ ^{put} told her that we would settle for Menhinick.

and any part of his staff on a leave without pay basis.

4. Next I went to Sheppard who assured me everything was OK and that he was a friend of yours and would handle it, but I decided to stay overnight and ~~then~~ follow through this morning.

* 6. This morning I got Tobes and we went to Mr. J. V. Alfriend, who handles all TVA matters for the Bureau of the Budget. He ~~was~~ had been in touch with TVA people and felt certain that he could work out ~~something~~ a "leave without pay" plan which TVA would approve. As I ran for the plan at 10:25 he was on the phone.

* 6. Last Night I called Merwin and he said that he was agreeable to any plan we could work out, but would prefer a contract with the State Dept. He said TVA Board was afraid of criticism.

People working in T V A

Mr. Ross
Mr. Nichols } State Dept.
Mr. Stokes }

Mr. Stein
1245 Lafayette Bldg. } Pres. Office

Mr. Sheppard
Mr. Fobes X659 } Bu of Budget
Mr. Alfriend
EX-3300 X243

Miss Owens RF-1820
X 4531

~~from the Budget~~
arising from release of personnel
at a time when they have requested
more money. By Budget people
ruled this out. Another objection to

putting people on leave without
pay is the fact that Menkovich
wanted to be free to ~~use~~ call
on various people in T.U.
~~at short~~ for mapping service
etc to be done in Knoxville.
I ruled this out as not
too important from our point
of view.

7. On the question of the films
by the State Dept. we are going
to run into the same difficulty,
namely that Congress has ruled
out the further loan of personnel
to U.N. ~~operation~~

Barton recently quoted a figure
of \$6000 as the cost of materials
for a film, providing ~~the~~
State Dept. personnel were
provided without cost.

Annual Reports of
TVA, to be
supplied to Ch. —
Hdq. Comm.

Brand 3 —

Mr. Lilienthal —————→

Dept. State,

Mr. Howard K. Menhnick

Request Assistance
of TVA — would feel flattered.
+ Telephone Mr. Lilienthal.

2 sections within 2nd sec.
1st telephone

TVA would prefer contribution
as organization.

XXXXXX

Easton Rothwell - inform State
Dept.

Mr. Stein - 2nd to Mr. Snyder.

Let's get
going on it!

Gen. Manager conference

Mr. Belt talks by phone

Have Mr. Menhinick take it up
with Gen. Manager.

1st meeting.

1st - explore informally. Menhinick

Mr. Lilienthal (21 or 28)

Arrangements made June 21
with Mr. Menhinick that he
take up with General manager
and Board of TVA request for
TVA to do the job of site
selection technical work —

Mr. Pelt, Mr. Vaughan, or
Bennett to receive call from
Menhinick Monday.

Official wire to confirm.
Action to be speeded.

CHIEF OF POLICE

HOWARD K. MENHINICK

HOWARD K. MENHINICK

1929 - 1937 Assistant Professor of Regional Planning,
Harvard University, Cambridge, Mass.

1937 to date Director, Department of Regional Planning
Studies, Tennessee Valley Authority

Member of American Institute of Planners since 1932
Executive Secretary and Editor of the American Institute of
Planner's Journal, 1935-1937.

Member, Board of Governors, American Institute of Planners. 1943-46

Address: 554 Sprankle Building, Knoxville, Tenn.

RESUME OF INTERVIEWS

Present: Messrs. Pelt, Vaughan, Moe and Bennett (Sec.)

Mr. H. K. Menhinick, Regional Planning Engineer from TVA (June 11, 5:00 p.m.)

Mr. Menhinick brought out the following in his replies to questions:

- 1) He considered that the position required a high type of ability to bring workers of various professions together into a team. This administrative ability was considered more important than the question of whether an architect, engineer, or planner was needed. He suggested that men who had had experience in large scale housing might be suitable.
- 2) As to salary range, \$10,000 and upwards would seem appropriate.
- 3) The staff should include an architect, civil engineer, road architect, city planner, site planner, statistician, and economist. Other consultants, such as structural engineers and experts on water supply and sewage, will be needed.
- 4) The program report method of working was recommended. Under this plan the staff would prepare a report on the work program, which would be considered by the policy board.